

RED ROCK REGULARS TYPE II CREW

STANDARD OPERATING PROCEDURES 2018



Red Rock Regulars, Pioneer Fire, Boise NF 2016

Moab Interagency Fire Center

70 East Fire Center Drive Moab, UT 84532 435-259-1850

Website: <http://gacc.nifc.gov/gbcc/dispatch/ut-mfc/>

Manti-La Sal National Forest, Bureau of Land Management Moab, Price and Monticello

Field Offices, Division of Forestry, Fire and State Lands, National Park Service

COMMITTEE MEMBERS (Prepared By):

MLF- Kristy Hanjay, Brandon Johnson

BLM- JB Clay

State- Heber Heyder

Recommended by:


Rachel Cresto-MIFC Center Manager

Date:

8-15-18

Recommended by:

Troy Suwyn, USFS NZ FMO

Date:

Recommended by:

Michelle Smith, USFS SZ FMO

Date:

Recommended by:

Michelle Busbee, NPS Wildland Duty Officer

Date:

Recommended by:

Clark Maughan, BLM AFMO

Date:

5/15/18

Approved by:

Brandon Hoffman, Manti-La Sal NF FMO

Date:

Approved by:

Leanard Garcia, BLM Canyon Country Dist. FMO

Date:

Approved by:

Rudy Sandoval, State of Utah Southeast Area FMO

Date:

Recommended by: _____ Date: _____

Rachel Cresto-MIFC Center Manager

Recommended by:  _____ Date: 06/01/18

Troy Suwyn, USFS NZ FMO

Recommended by: _____ Date: _____

Michelle Smith, USFS SZ FMO

Recommended by: _____ Date: _____

Michelle Busbee, NPS Wildland Duty Officer

Recommended by: _____ Date: _____

Clark Maughan, BLM AFMO

Approved by: _____ Date: _____

Brandon Hoffman, Manti-La Sal NF FMO

Approved by: _____ Date: _____

Leanard Garcia, BLM Canyon Country Dist. FMO

Approved by: _____ Date: _____

Rudy Sandoval, State of Utah Southeast Area FMO

Recommended by: _____ Date: _____

Rachel Cresto-MIFC Center Manager

Recommended by: _____ Date: _____

Troy Suwyn, USFS NZ FMO

Recommended by:  Date: 6/21/18

Michelle Smith, USFS SZ FMO

Recommended by: _____ Date: _____

Michelle Busbee, NPS Wildland Duty Officer

Recommended by: _____ Date: _____

Clark Maughan, BLM AFMO

Approved by: _____ Date: _____

Brandon Hoffman, Manti-La Sal NF FMO

Approved by: _____ Date: _____

Leanard Garcia, BLM Canyon Country Dist. FMO

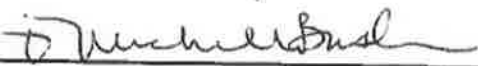
Approved by: _____ Date: _____

Rudy Sandoval, State of Utah Southeast Area FMO

Recommended by: _____ Date: _____
Rachel Cresto-MIFC Center Manager

Recommended by: _____ Date: _____
Troy Suwyn, USFS NZ FMO

Recommended by: _____ Date: _____
Michelle Smith, USFS SZ FMO

Recommended by:  Date: 5-23-2018
Michelle Busbee, NPS Wildland Duty Officer

Recommended by: _____ Date: _____
Clark Maughan, BLM AFMO

Approved by: _____ Date: _____
Brandon Hoffman, Manti-La Sal NF FMO

Approved by: _____ Date: _____
Leanard Garcia, BLM Canyon Country Dist. FMO

Approved by: _____ Date: _____
Rudy Sandoval, State of Utah Southeast Area FMO

Recommended by: _____ Date: _____

Rachel Cresto-MIFC Center Manager

Recommended by: _____ Date: _____

Troy Suwyn, USFS NZ FMO

Recommended by: _____ Date: _____

Michelle Smith, USFS SZ FMO

Recommended by: _____ Date: _____

Michelle Busbee, NPS Wildland Duty Officer

Recommended by: _____ Date: _____

Clark Maughan, BLM AFMO

Approved by:  Date: 6/11/18

Brandon Hoffman, Manti-La Sal NF FMO

Approved by: _____ Date: _____

Leanard Garcia, BLM Canyon Country Dist. FMO

Approved by: _____ Date: _____

Rudy Sandoval, State of Utah Southeast Area FMO

Recommended by: _____ Date: _____

Rachel Cresto-MIFC Center Manager

Recommended by: _____ Date: _____

Troy Suwyn, USFS NZ FMO

Recommended by: _____ Date: _____

Michelle Smith, USFS SZ FMO

Recommended by: _____ Date: _____

Michelle Busbee, NPS Wildland Duty Officer

Recommended by: _____ Date: _____

Clark Maughan, BLM AFMO

Approved by: _____ Date: _____

Brandon Hoffman, Manti-La Sal NF FMO

Approved by:  Date: 6/13/2018

Leonard Garcia, BLM Canyon Country Dist. FMO

Approved by: _____ Date: _____

Rudy Sandoval, State of Utah Southeast Area FMO

Recommended by: _____ Date: _____

Rachel Cresto-MIFC Center Manager

Recommended by: _____ Date: _____

Troy Suwyn, USFS NZ FMO

Recommended by: _____ Date: _____

Michelle Smith, USFS SZ FMO

Recommended by: _____ Date: _____

Michelle Busbee, NPS Wildland Duty Officer

Recommended by: _____ Date: _____

Clark Maughan, BLM AFMO

Approved by: _____ Date: _____

Brandon Hoffman, Manti-La Sal NF FMO

Approved by: _____ Date: _____

Leanard Garcia, BLM Canyon Country Dist. FMO

Approved by: *Rudy Sandoval* Date: *5-15-18*

Rudy Sandoval, State of Utah Southeast Area FMO

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General

RED ROCK REGULARS Type II Crew SOP (Standard Operating Procedure) is designed to provide training opportunities with guidelines to fill trainee positions and provide the trainee with guidelines for conduct and managing principles for a the crew.

The **RED ROCK REGULARS TYPE II CREW** will be comprised of firefighters from the Manti-La Sal National Forest, Bureau of Land Management (Moab, Price, and Monticello Field Offices), Division of Forestry, Fire and State Lands, and National Park Service.

Every crew member assigned to **RED ROCK REGULARS** is expected to adhere to this **Standard Operating Procedure (SOP)**. **Personnel's Agencies Standards and Policies will be adhered to unconditionally outside this SOP.**

ALL CREW DISPATCHES ARE ASSUMED TO BE A 14 DAY COMMITMENT, EXCLUSIVE OF TRAVEL, UNLESS YOU ARE TOLD OTHERWISE BY DISPATCH AND THE CREW BOSS.

DO NOT ALLOW YOURSELF TO BE MANIFESTED IF YOU CANNOT COMMIT TO AN 18 DAY ASSIGNMENT. YOU ARE NOT LOGISTICALLY APPROVED FOR ANY TRAVEL OUTSIDE THE CREW TRAVEL UNLESS AN EMERGENCY IS IDENTIFIED.

All crewmembers manifest to Red Rocks Crew are required to stay with the crew during the entire assignment. Individual Single Resource assignments will not be permitted.

Available/Manifested = At any point during your committed period you need to be available for 18 days (Example: Assignment comes the last few days of the assigned dates. You would be responsible for being available 18 days from that last day of the pay period)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

 = Assigned Pay Period (30th-12th)  =Resource order comes (10th)  = Assignment (10th-27th)

This document does not attempt to address all of the situations a crew is likely to encounter. The intent is to provide a framework and guidelines for successful crew operations.

Crew Organization- 20 Person Type 2 Crew (IA)

Crews will be manifested by the **CRWB (T)**, **CRWB** and **MIFC** with a minimum of:

1-Crew Boss (T)-Selected from priority rotation list.

1-Crew Boss- Assigned and made available by supervisors.

3-FFT1 Squad Boss-(3 -Type 5 IC's for IA Crew) One opportunity should be given to each Agency. Three FFT1 is the minimum staffing required for 3 squads (not limited to 3 FFT1's). **1-**

3 FFT1 Squad Boss (T) - One opportunity should be given to each Agency.

3-FALB- Minimum 2 for a 2 experienced squad breakdown. **NOTE: FALB and Squad Boss** cannot be the same individual. Each Agency should try to provide a FALB to meet the preferred 3 FALB. FALB (T) and A Fallers require supervision of a FALB.

FFT2 – Fill crew as needed with available resources from each Agency

In order for the crew to be categorized as a Type 2 IA crew, 60% of the crew needs to have at least 1 season of fire experience and have 3- Type 5 IC's. Otherwise they will be dispatched as a Type 2 crew.

Selected crew members should have the intent of being able to meet the Resource Order dates of travel. Delayed mobilization is not acceptable. Decline the assignment if necessary.

All crews are available for the total time during the dates assigned. If a crew is mobilized for a fire and only works the first few days of their rotation, they may still be available for another assignment until the end of their scheduled rotation. Under some circumstances the crew may be dissolved and a new crew rostered, depending on the input of Duty Officers. This will also depend on the status of the crew's work/rest guidelines. **Crew Mobilization:**

Each crew will be manifested two days before the crew becomes available. The names of the recommended crew members should be sent to MIFC 2 days before the crew becomes available. If any agency fails to send names in to MIFC by 1800 on that day they may forfeit their slots. If a crew is rostered for an extended period of time without being ordered, duty officers will ensure that the crewmembers from their agency are still available for a full assignment. Priority should be given to primary firefighters and then to non-primary firefighters (militia) to fill the remaining slots.

Crew Slots by Agency		
Agency	# of slots	CRWB (t) is the 20 th slot. CRWB position should be include in the Number of slots that agency has. Agencies should try to provide, if possible, 1 qualified FFT1, 1 qualified ICT5 and 1 qualified FALB (not the same person as FFT1/ICT5). <u>Agencies are also responsible for providing transportation (4x4 six pack desired) for their crew members.</u>
State of Utah	2	
BLM	5	
FS North Zone	5	
FS South Zone	5	
NPS	2	

CRWB

A CRWB rotation will be created during the preseason Red Rocks Crew Boss Meeting.

If the assigned Crew Boss is unable to fill the roll, the next crew boss on the list will be contacted. It is their responsibility to inform dispatch if they are not able to fill the role. The Crew Boss that was unable to fill keeps their position on their list. Once a Crew Boss takes the crew out for an assignment, their name will go to the bottom of the list.

The Crew Boss is responsible for the equipment and supplies that come from the cache and that they get refurbished (saws and saw kits, tools - sharp and clean, crew pallets put together and vehicles clean) for the next out- going Red Rock Regular crew.

RED ROCK REGULAR'S Crew Boss Rotation 2018

1. Noah Daniels
2. Kristy Hajny
3. Kyle Heck
4. Chris Marlor
5. JB Clay
6. Brandon Johnson
7. Heber Hyder

CRWB (T) Rotation

All CRWB (T) will be prioritized before the fire season by each agency. This individual will be preselected before the fire season begins and the crew is put together. The target date for completion of a trainee priority list will be determined by March 30th of each year.

The CRWB (T) must receive a training assignment (i.e. fire assignment) before their position rotation on the hand crew will change. If a hand crew doesn't receive an assignment during their assigned rotation the CRWB (T) that was with this crew boss will automatically become the CRWB (T) for the next hand crew and crew boss up on rotation. The CRWB (T) rotation is not set in stone but is Brooke

Refusal of an assignment by the CRWB (T) for reasons other than planned or emergency reasons will be moved to the bottom of the list

If for some reason the CRWB and the CRWB (T) are not able to work together, the situation may be brought to the relevant duty officers if no other resolution seems possible.

Rotation for 2018 is FS(SZ)→State→FS(NZ)→BLM

CRWB Trainee List 2018

1. Zach Lyon
2. Brooke Bosman
3. Ryan Reed
4. Ben Garthwait
5. Travis Baker
6. Justin Dunklee
7. Ian Garthwait

Squad Bosses and Selection

Each agency will provide one FFT1 for the crews. It is preferred that each agency provide one ICT5 to comply with the red book standards for a Type 2 IA crew. It will be the agency's responsibility to make sure this happens. If the crew has more than the required FFT1's, then the CRWB and CRWB trainee will choose which of those people will fill the position on the crew.

Honest, fair evaluations must be completed for everyone on the crew on every assignment. This is an important part of maintaining RRR at a high level of professionalism and giving valuable training assignments for all involved. CRWB is responsible for an eval for the the CRWB(t). CRWB and CRWB(t) should work together on evals of squad bosses; and CRWB, CRWB(t) and qualified squad bosses should do the evals for the squad boss trainees. Two copies of each eval should be made, one for the crewmember, and one for the agency representative who will be at the AAR, and who will then get it to the crewmember's supervisor.

Dispatch-MIFC

MIFC will receive names 2 days before the new crew is to be manifest. Names will be submitted by each agency's duty officers. MIFC, the CRWB , and the CRWB (T) will work together to have the manifest completed by the day before the new crew is up for rotation.

MIFC will receive direction from **Duty Officers and Fire Management Officers** concerning the availability of the **RED ROCK REGULARS**. This decision will be addressed weekly in the conference call. **MIFC** will list **RED ROCK REGULARS** in **ROSS** as a **Type 2 Crew or Type 2 IA** if requirements are met.

Resource Orders for the crew will come through **MIFC**. When a Resource Order for the crew is received, **Duty Officers**, CRWB and CRWB (T) will be notified.

MIFC will send manifest to the **Great Basin Coordination Center (GBCC)** after selections are made for crew members.

CRWB or CRWB (T) will make further notifications and contacts to crew members when times of mobilization and meeting locations are determined. It is recommended that contact is made prior to the resource order arriving to ensure phone numbers are correct and crewmembers are aware of availability expectations and their roles on RRR.

MIFC will not have the responsibility of calling personnel for their availability.

Duty Officers- All Agencies

Duty Officers and Fire Management Officers will give direction to **MIFC** concerning the availability of the **RED ROCK REGULARS**. This decision will be addressed weekly in the conference call; notifications will be made to **MIFC** if availability changes outside the call.

The **Duty Officer** can send a trainee that is not top priority if priorities change, by circumstance if the trainee position cannot be filled by that agency the trainee position can be filled by the next agencies priority. ***CRWB** can be provided without a trainee for priority reasons such as needing to keep qualifications current.*

Duty Officer is responsible to provide **MIFC** with a list of available personnel that will be provided to fill the resource order.

Duty Officer- Crew Call out

The duty officer for the RRRs will be the Acting duty officer for the qualified Crew Boss on roll out. If the Qualified Crew Boss comes from the BLM the BLM duty officer will be the point of contact for the Crew boss concerning all questions and problems and they will confer with other acting duty officers for problems. This is in an effort as to reduce the phone calls a crew boss will have to make.

RED ROCK REGULARS- Duties and Responsibilities:

Crew Boss, Crew Boss (T) - Responsibilities

CRWB and CRWB (t) will need to gather and compile crew member's phone numbers (MIFC IA phone list) and/or Qualifications once the crew has been manifested. CRWB and CRWB (t) can work with MIFC to obtain the needed information.

The following are the duties for the Crew Boss and trainee on the Red Rock Regulars. This is not intended to be an all-inclusive list of duties and responsibilities. For more information consult the Fireline Handbook, the Red Book, and/or the Incident Response Pocket Guide for reference.

- ✓ Conduct a pre-travel briefing that includes Standards (SOP), expectations and leaders intent.
- ✓ Issue RRR hardhats, supervise crew while in transit.
- ✓ Obtain information necessary upon arrival at the incident.
- ✓ Promote positive off line conduct, encourage teamwork, and ensure that safety is ALWAYS the priority.
- ✓ Ensure that all work/rest guidelines are adhered to and that proper documentation is in place when ordered to exceed them.
- ✓ Organize crew to effectively accomplish specific tasks.

- ✓ Assign tasks to squad bosses and/or crew members.
- ✓ Explain and/or demonstrate techniques of accomplishing tasks safely and efficiently when crew members are inexperienced.
- ✓ Motivate squad bosses and crew members to obtain quality and quantity production.
- ✓ Provide first aid treatment for any and all injuries and accomplish proper documentation for the local and home units.
- ✓ Inspect the work area frequently to insure quality control as well as safety.
- ✓ Promote teamwork and safety throughout assignment

Fire Line Duties

- Provide IRPG briefing for all crew members for each operational period and prior to arriving at the incident. As a minimum this should include:
- Nature of work to be accomplished, as well as weather, topography, fuel types and fire behavior. (Situation)
- Expected duration of shift, chain of command, IC, tactical assignments, strategies and objectives, and contingency plan. (Mission/Execution)
- Communications and medical plan. (Communications)
- Other resources, aviation operations, transportation and logistics. Have crew manifests. (Service/Support)
- Identify hazards and risks, identify mitigation measures and trigger points. (Risk Management)
- Encourage clarifying questions and crew feedback.

Off Fire Line duties

- Ensure the crew maintains a high standard of ethics throughout the duration of the incident.
- Stress camaraderie and teamwork while on the incident, whether as an assigned or available resource. Continue this attitude through the demobilization process.
- Encourage the crew to remember its assigned status and the need to maintain readiness and mobility while on assignment.
- Ensure that all squad leaders and crewmembers are monitoring individual physical condition.
- Ensure all individuals are wearing personal protective equipment (PPE) and that the equipment is safe and usable after each shift, repair or replace as needed.

- Upon Mobilization, ensure any AD Hire has their red card and Master Agreement for State, BLM and FS sponsored AD Hires
- Notify Finance section ASAP if ADs are on the crew. AD employees have to fill out ALL necessary forms prior to the assignment. If there are questions regarding this matter, refer to the Incident Business Management Handbook NFES 2160, 2003.
- **Prepare and maintain crew time reports for posting and see to it that all time is faxed to the home unit at the end of each pay period! (State employees and Department Personnel will need a copy or original of the CTR and every Resource Order to get paid)**
- Make sure all names for the crew manifest are correct.
- Individual Emergency Firefighter Time Report (OF-288) is properly completed and information is accurate.
- Ensure work hours, hazard pay, night differential, and pay classification and rates are properly posted.
- Submit "Crew Performance Evaluations" and Resource Orders to MIFC. These documents will be included in a Red Rock Regular's folder for consistent documentation.
- Provide Agency reps attending AAR at end of assignment copies of agency employees "Individual Performance Evaluations". If an agency rep for a crewmember is not in attendance, Crewboss will make sure to get them copies of the evals.
- Fill out and give a "Meals Provided" spreadsheet for each crew member to ensure proper per diem documentation
- Complete a crew AAR and pallet refurbishment at the most logical location before crew is disbanded to travel to their respective duty station. The AAR will be done with the Duty officer for the crew or other duty officer as assigned if they cannot attend. This is not limited to one and could include all duty officers.
- Return the crew pallet to the Moab Operation's Center in the same condition it was found, removing extra items to be stored in a Red Rock Regular's supply shelf. Each CRWB/(t) may choose to bring additional items from the RRR "excess" supplies, but please don't take them from BLM or USFS supplies at the Ops Center. When rehabing the pallet, anything in excess of the inventory should be returned to the excess supply area, not put in the pallet. If the pallet is not left properly clean, organized, and restocked, the next assignment's CRWB is encouraged to contact the responsible CRWB with that feedback.

REMEMBER, A SAFE WORKING ENVIRONMENT and TEAMWORK ARE OUR PRIORITIES.

Promote **SAFETY FIRST** and treat all individuals with fairness and respect.

Transportation- Travel

- 1) Agency vehicles (FS, BLM, and State) may be driven by ANY agency employee provided they have completed their specific agency required driver training and licensing (defensive driving, off road driving, etc.).
- 2) If a bus is used for crew transport, a chase rig can accompany the crew bus with fire management approval. The chase rig will generally be provided by the agency providing the crew boss. If flying, all Haz-Mat will be removed from packs prior to arriving at the airport.
- 3) Every crew person will have a picture ID, current red card, IRPG, and some way of procuring funds (credit card, check or cash) throughout the duration of the assignment.
- 4) Car pooling to the mobilization area is encouraged to avoid any parking problems while gone on the assignment.
 - a) South Zone mobilization location will be the **Moab Interagency Operation Center**. Park inside the Gated area as instructed by Crew Boss. No parking in areas that will interfere with daily operations.
 - b) North Zone mobilization location will be at the **Manti- LaSal Supervisor Office or Price BLM Office**. **CRWB** will notify crew. Park in Secured Area if possible or the west door for best security and lighting outside the fenced area.
- 5) All crew members will travel in Nomex pants and fire boots. Nomex shirts can be kept in IA pack for easy access at arrival at the incident.
- 6) When eating in public restaurants do not wear nomex shirts into the facility, and when traveling, try to shower and change clothes if possible.
- 7) **Each agency will provide a vehicle to accommodate their personnel.** Vehicles assigned should be in good repair and have a way of purchasing fuel and repairs if needed. Preferred vehicles would be a six pack that has four wheel drive.

Conduct

Each member of the Red Rock Regulars crew is a representative of the crew and their agency. You are expected to conduct yourself in a manner that will reflect positively on yourself and the organization you represent.

Every member of the crew will be treated with, and treat others on the crew with mutual respect. Harassment of any kind will not be tolerated, and the individual or individuals will be sent home.

Expectations

BE ON TIME. When dispatched to an incident, report to the designated location NO LATER than the specified time. You should be dressed in the appropriate PPE and have IA gear and two week pack. **The crew assignment will be for 14 days plus travel unless explicitly told otherwise by dispatch and the crew boss.**

It is your responsibility to be prepared for the assignment. Keep personal items, such as boots, in serviceable condition. Government issued equipment such as pants, shirts, headlamps, batteries, etc. should be traded out as needed at the supply cache on the incident. Do not wait until you are dispatched or demobilized on an incident.

If you cannot commit to 18 days, do not allow yourself to be dispatched. It is better to turn down the assignment than to jeopardize the entire crew being sent home early.

You are ultimately responsible for your own well-being, the Crew Boss is not. The Crew Boss is responsible for the crew and its members.

You are responsible to maintain a physical standard that will allow you to safely perform the arduous work required in wild land firefighting. Keep in mind, the crew is only as strong as its weakest link.

All PPE, water, line gear, saw gas, and equipment needed for the next shift will be procured prior to going off the current shift.

Rude, inappropriate or disrespectful behavior to any member of the general public, members of the incident organization, or other crew members will be documented and may be grounds for demobilization from the crew and incident.

Phone Policy: Phone use is a privilege, not a right. For safety concerns and vigilant situational awareness, unless granted prior approval from the CRWB or CRWB(t), phones will not be permitted during an operational shift. CRWB and CRWB(t) may use their cell phones for logistical, planning and operational purposes.

Crew will line up tools and gear prior to going to meals. Crew will "line out" and go as a group to meals unless exceptions are made by the crew boss.

All supplies and equipment checked out from the supply unit will be done through the crew boss or squad bosses only. All items checked out will be returned prior to demobilization.

All supplies and equipment checked out at the home unit caches will be returned as soon as the crew returns home.

Camp and fire line will be kept clean of litter at all times. If you see someone else's trash, please pick it up!

Alcohol/Drug Use

Red Rocks is a dry crew. This means no consumption of alcohol while on an assignment or in travel status. Most of the serious personnel issues on previous assignments were alcohol related. Since Red Rocks assignments are a privilege and opportunity, those who cannot follow this policy should not go out on the crew.

It is NEVER acceptable for a person that is under the influence of alcohol/drugs to go to a fire. If the Crew Boss knows a person is intoxicated, it is the Crew Boss's responsibility to not allow that person to be dispatched to the fire line. Also, it is the responsibility of the individual to not report for duty while under the influence of illegal drugs or alcohol. The consequence for reporting for duty while under the influence of an illegal drug or alcohol ranges from a 14 day suspension to removal.

Regardless of state laws, marijuana is still listed as a Schedule I drug by the federal government. Use and/or possession while on a Red Rocks assignment is strictly prohibited. If any employee is found to be under the influence or in possession of said substance, a recommendation of termination will be made to the employee's home unit.

Decisions involving individuals who are under the influence of alcohol will be reviewed by one or all of the following: Local FMO, Incident Commander, Line Officer, Fire Staff Officer, and/or the Home Unit FMO.

Equipment

The following is a list of minimum equipment that is to be brought with the individual to the fire assignment. If the individual shows up without the following gear they will need to inform the Crew Boss immediately. If the missing gear is not available prior to the departure of the crew the individual will need to be replaced. It is the responsibility of the individual and their home unit to make sure that each firefighter is equipped with the following gear as per the Interagency Standards for Fire and Fire Aviation Operations, "Red Book" Appendix L-1.

1. Line Gear-Personal Protective Equipment

- 1 Hardhat with chin strap.
- 1 8" leather boots with non-slip, vibram type, melt resistant soles.
- 1 Nomex pants.
- 1 Nomex shirts.
- 1 Pair leather gloves.
- 1 Set of eye protection.
- 1 Fire shelter.
- 1 Pair of ear plugs for hearing protection.
- Meal ready to eat (MRE)
- 1 Fire Shelter
- 4 minimum 1 Qt. Canteens • 1 Personal first aid kit.
- 1 AA headlamp with extra batteries.
- Rain Poncho

If Red Carded as squad Boss or higher you will also want the following in your line gear:

- 1 Signal mirror.
- 1 Compass.
- 1 Flagging.
- 1 Pen and Paper.
- 1 Weather Instrument.
- 1 GPS unit.

(Total of Line Gear and Personal Gear must not exceed 65 lbs.!!)

2. Personal Gear

- Extra Nomex pants
- Extra Nomex Shirt
- Personal clothes (T-shirts, socks, underwear, jacket, rain poncho, etc.)
- Other personal items (tooth brush, toothpaste, shampoo, soap, medications, flip flop sandals), etc.
- Sleeping bag-ground pad
- Tent

(Total of Line Gear and Personal Gear must not exceed 65 lbs.!!) This may be subject to weight by Crew Boss or Squad Boss.

3. Crew Equipment From Cache

- 2 Chain Saws with kits. (preferably full skip chain)
- 10- Pulaski's
- 5- Shovels
- 4- Combination Tools
- 5- Mcleods or Rhino tools
- 1- Rake
- 4- MRE cases
- 4- Cubi-Containers
- 1- Case of Fusee
- 4- Drip torches
- 6- Bladder bags
- 8- rolls of strapping tape
- 2- 10 person first aid kits
- 1- Belt Weather kits
- 2- Ice Chests
- 48- each Gatorade
- 48- Bottled Water
- 12- 10" Bastard Files
- 1- Chainsaw Bag
- 2- Dolmars
- 6- SIG Bottles
- 24- Packages of batteries (AA)
- 2- Gas Cans (Empty)
- 1- box Garbage Bags
- 1- Roll of Electrical Tape

4. Other supplies to consider getting from the cache before departure

- 2 extra headlamps
- 5 pairs of assorted sized gloves
- 4 new water bottles
- 50 feet of parachute cord
- 5 rolls of fiber tape
- 5 rolls of orange flagging
- 5 rolls of hot pink flagging
- 20 pairs of ear plugs
- 2 boxes of chem. Lights
- 10 extra chin straps
- Aluminum clipboard
- FTR's, CTR's, Medical forms, Travel vouchers
- Crew and Individual evaluation forms
- Calculator, pens and pencils
- Fire line Handbook-Incident Response Pocket Guides
- Interagency Business Management Handbook

5. Chainsaws

The crew boss is responsible for returning and refurbishing the four saws supplied by the cache. Any other saws desired will have to be acquired by local units. Crew Boss might want to consider getting S# from assigned fire to rehab the saws once assignment is over. This would ensure that the saws are ready to go for the next crew.

6. Radios

Radios will be brought by crew overhead and will be fully programmable and in good working order. In order to maintain Type 2 status a minimum of 4 radios will be with the crew at all times, and it is a good idea to have a couple of extras.

All overhead should be very familiar with radio programming and be able to do so without a cloning cable if need be. In a perfect world all crew members would have a radio.

Frequencies

Use of "crew" frequencies for non-tactical communication will follow established policy and incident standards.

Remember, Red Rocks Regulars is a great opportunity for training, experience, and a good paycheck. However, it relies on the continued support of the every agency involved. The best way to make sure this support continues is to maintain a high level of performance and professionalism, while also having a good time.